

CLASS TITLE:**CHIEF OF MEDICAL STAFF
AND CLINICAL SERVICES-
ELEANOR SLATER HOSPITAL****Class Code: 02941800****Pay Grade: 54A****EO: A****CLASS DEFINITION:**

GENERAL STATEMENT OF DUTIES: To provide direction to all professional and medical staff of the Eleanor Slater Hospital, including the areas of acute/subacute medical services, long term geriatric medical services and psychiatric services, as well as the radiology department, medical education, quality assessment and improvement program, dental services, laboratory services and respiratory care services; to be responsible for Medical Staff and Clinical Services, and also responsible for providing expertise and instruction jointly with the Chief Operating Officer (COO) to implement hospital-wide Joint Committee on Accreditation of Organizations (JCAHO) standards, and to provide the Chief Executive Officer (CEO) with the clinical expertise necessary to establish a set of objectives and goals to ensure the provision of the best possible care to the patient population of the Eleanor Slater Hospital; and to do related work as required.

SUPERVISION RECEIVED: Works under the general direction of the CEO with wide latitude for exercising independent initiative and professional medical judgement in developing and administering professional standards for patient care and treatment; work is reviewed through conferences for conformance to policies and objectives and for adherence to the highest standards of accepted medical practices and techniques.

SUPERVISION EXERCISED: Plans, organizes, coordinates, directs supervises and reviews the work of physicians and chiefs of designated services, and with the CEO and COO, reviews the work of professional and non-professional nursing staff, medical technicians, therapists, and other personnel engaged in patient care and treatment.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To be responsible for the overall direction of all professional medical, geriatric and psychiatric staff and services, inclusive of physicians and psychiatrists, the laboratory, X-ray, physical and psychiatric medicine, medical education and medical staff committees within the Eleanor Slater Hospital.

To maintain and foster a relationship with the CEO, the COO, the Assistant COO and the Executive Nurse, which will work toward providing the highest possible standards and quality of medical care to the patient population of the Eleanor Slater Hospital.

To plan and develop policies and objectives for the evaluation of patient care and treatment through clinical conferences and consultations with the professional medical staff members, and to supervise the implementation of new and improved techniques for the diagnosis, treatment and care of patients with wide a variety of complex medical problems.

To coordinate the activities of the professional medical staff, providing general supervision to heads of various clinical components of the Eleanor Slater Hospital.

To make grand rounds in all services, evaluating by observing the care, treatment and progress of patients.

To conduct clinical conferences and staff consultations, supervising the presentation of the more difficult cases to ensure the maintenance of the highest standards for the care and treatment of the patient.

To provide leadership to the development of a sound orientation and in-service training and education program for all professional and ancillary staff members.

To participate in the development of budgets, short and long term plans, evaluation of hospital operations and the function of the Hospital's Governing Body.

To assure compliance with JCAHO certification requirements and all other rules, regulations, laws and policies relating to medical services within Eleanor Slater Hospital.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of, and the ability to apply, the principles, practices and techniques applied in the practice of medicine; the ability to detect, analyze, evaluate and interpret symptoms of disease and to prescribe and administer appropriate care and treatment; the ability to treat the most complex cases; the ability to establish and maintain standards of performance for staff members consistent with sound and acceptable hospital practices; the ability to evaluate the quality of the various services of the hospital in terms of adequate patient care and treatment; the ability to plan, organize, coordinate and review the work of other members of the staff; the ability to maintain effective working relationships with superiors, professional and paraprofessional staff members and with the general public; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a medical school of recognized standing, supplemented by advance study in the field of Internal Medicine, Family Medicine, Geriatric Medicine; and

Experience: Such as may have been gained through: completion of an internship in an approved hospital and completion of at least three years of residency in an appropriate specialty in an approved hospital; and employment in a responsible supervisory capacity in the field of specialization in an approved hospital institution or clinic.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENT: At the time appointment, must meet established requirements of the Rhode Island Department of Health to practice medicine in Rhode Island and must possess a board certification in the specialty of Internal Medicine or Family Practice or Geriatric Medicine, and must maintain such requirements as a condition of employment.

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